

**OASFAA Board Meeting
UCO Boathouse, Edmond, Ok
October 5, 2012**

Voting Members Present: Becky Garrett, Mendy Schmerer, Marilyn Schwarz

Non-Voting Members Present: Audra Main, Andrew Hammontree, Nancy Moats, Penny Gandy, Scott DeBoard, Alicia Smith, Nancy Vollertsen, Kelli Kelnar, Susan Prater

President Becky Garrett called the meeting to order at 10:15 AM. Becky Garrett noted that we do not have a quorum.

Becky asked for a review of the July 31, 2012 board meeting minutes. Mendy Schmerer made a motion to accept with a correction to the training section; the last sentence regarding theme should be under site selection. Marilyn Schwarz seconded.

Treasurer's Report-- There was discussion regarding the \$400 charged for lunch at the February 2012 board meeting at the Holiday Inn. The charges were for room, meal and a 20% tip. Marilyn Schwarz motioned to accept the treasurer's report. Mendy Schmerer seconded.

Advisory – Lori Boyd couldn't be here. She is still trying to fill spots on the advisory committee. Still needs private two-year, private career and career tech representatives. Having to fill 10 openings this year – only three last year. Discussed makeup of the advisory committee. Andrew Hammontree offered to help fill career tech opening. Suggested we look at OASFAA procedures about the makeup of the committee, particularly about private two-year, private schools, and two-year career tech. Also need to select nominees for awards---Partner award and Philo Brasher.

Membership – Audra Main reported that there are 28 paid members. The password was sent to voting members. Requiring payment for the Decentralized training is helping get schools to pay. Audra Main and Scott DeBoard will coordinate who has paid for the training. We will accept PO's and work with schools but will not advertise this. Requests for invoices need to be forwarded to Audra Main.

Electronic Initiatives – Andrew Hammontree reported that Studio FJ reset everyone to non-members. This cost \$200 which is half of his budget. We can export to excel to sort the membership list. We have access to delete old records. Audra Main has been taking care of this. The new password is Marriott. If have trouble, click the button. Have a link to Flickr site with pictures.

Finance – Nancy Moats has nothing to report. Need to purchase software – QuickBooks.

Legislative – No report.

Long Range Planning—No report.

Historian—Penny Gandy reported she took pictures off Regents and are on our website now. The free account comes with so many photos. We can pay for a one or two-year subscription. May want to consider the two-year subscription at \$44. There is money in the budget. Penny Gandy will do the two-year subscription with Flickr.

Training –Scott DeBoard reported that Decentralized training will be on Friday, November 2nd, at the Franklin Road Campus of the Moore Norman Tech Center. There is no charge for the room. Mendy Schmerer is the trainer for the morning session. Mary Heid and Scott DeBoard will be the presenters on Default Management for the afternoon session. Lunch is costing \$9.75 per person. There is no charge for OASFAA members and a \$10 charge for non-members. An announcement went out to the listserv today. Suggested that we put a notice on Facebook page. Registration is through Survey Monkey account. Career Tech won't attend due to the Direct Loan topics. Encourage Business Office and Taskforce staff to attend. 90 non-tech and 12 tech schools attended the last Decentralized training. Becky suggested we announce this training at OCAP conference, the training will not overlap. The listserv is handled through OCAP and membership is not required. Scott DeBoard will give preliminary numbers and a final count about four days out. The reminder will have the final date to register.

Conference—Alicia Smith indicated she had nothing to report. No theme yet. We have a go on the entertainment—Murder Mystery. Need to tie this into the theme. Suggested themes were “Solving the Mystery” or “Who Has a Clue” or “Solving the Mystery of Financial Aid”.

Program—Nancy Vollertsen reported she had an email from National Higher Ed liaison for homeless youth and could be a possible speaker. She originally gave Trevor Summers and Kevin Campbell the wrong dates for the conference and has since provided the correct dates. They will firm up the dates in January. Received email from Justin that Ron Day, NASFAA Chair, is planning on attending our conference. Mendy Schmerer suggested asking him to present as well as speak.

Local Arrangements –Ashley Mellor was unable to attend. No report.

Entertainment – Molly's Landing Murder Mystery is booked as the entertainment.

Corporate – Kelli Kellnar reported that she has nothing to report until we have the theme. She will give the information to the SWASFAA exhibitors.

Nominations and Elections – No report

Site Selections—There are four choices. Embassy Suites is a sister hotel to the Renaissance. It could not meet room rates but includes breakfast and can give \$12.50 per person who is not staying at hotel for breakfast, we pay only if attend breakfast. Reed offers the standard price we have been paying. Firelake offers a room rate of \$77. Magnusson has remodeled (former Clarion). Reviewed cost estimate for the four hotel choices. Mendy Schmerer moved to make Firelake the first choice to visit followed by the Embassy and Magnusson. Marilyn seconded.

SWASFAA/NASFAA – Mendy Schmerer attended the board meeting because Susan Prater could not attend. SWASFAA is offering an excursion bus to get conference attendees to and from the hotel facility. Andrew Hammontree is running for SWASFAA President.

Old Business—None

New Business—Mendy Schmerer, Dustin Davidson, and Becky Garrett got the bank account names changed. Discussed whether or not we still need two bank accounts. Decided to send an email out to the board members to vote to move \$39,000 into savings and in December when the other comes due

lump them into one CD and close the savings account. Also suggested dropping operating amount to budgeted amount and put another \$50,000 into the CD. Becky Garrett stated we need to keep the scholarship account separate from the operating account and have two CD's – one for each.

The next meeting will be Friday, December 7, 2012 at OCAP.

Marilyn Schwarz moved to adjourn the meeting and Mendy Schmerer seconded. Meeting adjourned at 11:50 AM.

Respectfully submitted,

Marilyn Schwarz